

CITY OF MUSKEGON

CITY COMMISSION MEETING

APRIL 12, 2016

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, April 12, 2016.

Pastor Matthew Sharpe, Evanston Avenue Baptist Church, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Gawron, Vice-Mayor Eric Hood, Commissioners Dan Rinsema-Sybenga, Byron Turnquist, Ken Johnson, and Willie German, Jr., City Manager Franklin Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

ABSENT: Commissioner Debra Warren

2016-27 INTRODUCTIONS/PRESENTATION:

Teacher/Chaperone, Joel Erdman, and Teacher/Chaperone, Dana Wyant, appeared with a group of students that visited Omuta, Japan – Muskegon's Sister City. They shared some of their experiences with the City Commission and the audience.

2016-28 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve minutes of the March 22, 2016 Regular City Commission Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

C. Intergovernmental Agreement for Traffic Signal Maintenance Contract Department of Public Works

SUMMARY OF REQUEST: Authorize staff to sign an Intergovernmental Agreement for Traffic Signal Maintenance. This is a 3-year contract, with a possible 1-year extension with the Muskegon County Road Commission, along with other

municipalities, from April 17, 2016 thru April 30, 2019 with Windemuller Electric Inc., as the Traffic Signal Maintenance Contractor. The agreement calls for Muskegon County Road Commission to administer the project and charge a one-time administration fee of \$200.00 for the preparation and letting of the bid proposal. The local agencies included in the Muskegon County Signal Maintenance Group, which are each billed separately for services rendered by the Contractor, are the Muskegon County Road Commission, the Cities of Muskegon, North Muskegon, Norton Shores, Roosevelt Park, the Village of Fruitport and MDOT.

FINANCIAL IMPACT: Approximate costs for the previous contract including emergency repairs have been \$39,310, \$33,411, \$34,997 and \$37,721 over the last four years.

BUDGET ACTION REQUIRED: None. Budgeted for in the Highway Majors Budget.

STAFF RECOMMENDATION: Approve request.

D. Request to Purchase Docks for Jaycee's Launch Ramp Department of Public Works

SUMMARY OF REQUEST: Authorize staff to contract with the sole-source supplier Stabil-Float Systems, LLC. Of P.O. Box 607, Grant Michigan, to replace two floating docks at the Jaycee's Launch Ramp.

FINANCIAL IMPACT: Not to exceed \$19,540.00 dollars from the Marina Fund.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: Authorize staff to hire Stabil-Float Systems, LLC.

E. Sale of Buildable Vacant Lot at 1315 McLaughlin Planning & Economic Development

SUMMARY OF REQUEST: To approve the sale of a vacant buildable lot at 1315 McLaughlin (Parcel #24-750-000-0003-00) to Pamela Roesch to combine with her property at 1307 McLaughlin Avenue, Muskegon, MI. The lot is 62 X 120 feet and is being offered to Pamela Roesch for \$500 plus the fee to register the deed. Pamela Roesch will be combining this property with her existing property. The City has owned the property since April 1995 with no inquiries for potential construction. By combining this with Ms. Roesch's property; this will give her a side yard; which she currently does not have. This is in Sheldon Park Neighborhood. The City has spent an average of \$233.83 per year in maintenance of the vacant lot since 2002.

FINANCIAL IMPACT: The sale of this lot will generate additional tax revenue for the City and will place the property back on the City's tax rolls thus relieving the City of continued maintenance costs.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the resolution and to authorize both the Mayor and the Clerk to sign said resolution and deed.

G. Beverage Vending Contract for Parks/Marina Facilities Department of Public Works

SUMMARY OF REQUEST: Authorize staff to enter into 3-year contractual agreement with Pepsi Beverages Company to provide vending service at various City Parks and Marina Facilities.

FINANCIAL IMPACT: Commission of 35% from vending sales for duration of contract. Previous contract with Pepsi resulted in commissions of \$980.00 for 2013, \$1,005.00 in 2014, and \$844.00 in 2015.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve contract and authorize staff to enter into a 3-year agreement with Pepsi Beverages Company.

Motion by Commissioner Johnson, second by Commissioner Rinsema-Sybenga, to approve the Consent Agenda as presented with the exception of Items B, F, and H.

ROLL VOTE: Ayes: Turnquist, Johnson, Gawron, Hood, German, and Rinsema-Sybenga

Nays: None

MOTION PASSES

2016-29 ITEMS REMOVED FROM CONSENT AGENDA:

B. Approval of the Use & Maintenance of City Owned Property at 1349

6th Street Planning & Economic Development Department

SUMMARY OF REQUEST: To approve the use and maintenance of the City owned property located at 1349 6th Street for a community garden. The property is buildable and the City would retain the right to sell the property with the community gardens members having time to remove the garden prior to any sales.

FINANCIAL IMPACT: The City would save on the cost of maintenance of this property.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the resolution and maintenance agreement.

Motion by Vice Mayor Hood, second by Commissioner Johnson, to approve the resolution and maintenance agreement regarding the use and maintenance of City owned property at 1349 6th Street.

ROLL VOTE: Ayes: Johnson, Gawron, Hood, German, Rinsema-Sybenga, and Turnquist

Nays: None

MOTION PASSES

F. Water System Reliability Study Department of Public Works

SUMMARY OF REQUEST: Authorize staff to enter into an agreement with Prein & Newhof to perform a State mandated "Reliability Study" per Michigan's Safe Drinking Water Act of 1976 with the City of Roosevelt Park and the City of North Muskegon.

Prein & Newhof is currently working on other surrounding area municipal reliability studies and we are trying to take advantage of their request for proposals.

FINANCIAL IMPACT: Total Cost \$52,000 of which \$32,000 is our responsibility.

BUDGET ACTION REQUIRED: None as the cost was anticipated and budgeted for in the CIP's Water Fund.

STAFF RECOMMENDATION: Authorize staff to enter into an agreement with Prein & Newhof.

Motion by Commissioner German, second by Commissioner JRinsema-Sybenga, to authorize staff to enter into an agreement with Prein & Newhof for the Water System Reliability Study.

ROLL VOTE: Ayes: Gawron, Hood, German, Rinsema-Sybenga, Turnquist, and Johnson

Nays: None

MOTION PASSES

H. 2016/17 Water Treatment Sodium Hypochlorite Bids Department of Public Works – Water Filtration Plant

SUMMARY OF REQUEST: Recommend endorsement of lowest responsible bidder to supply sodium hypochlorite for the water filtration plant.

FINANCIAL IMPACT: An estimated annual cost of \$57,620 (based on average annual water pumped and feed rates with adjustments for the addition of Fruitport and Norton Shores).

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends the Mayor and City Commission endorse the low bid received and allow staff to enter into a contract with Alexander for sodium hypochlorite for one year, beginning April 16, 2016.

Motion by Commissioner German, second by Vice Mayor Hood to endorse the low bid received and allow staff to enter into a contract with Alexander for sodium hypochlorite for one year, beginning April 16, 2016.

ROLL VOTE: Ayes: Gawron, Hood, German, Rinsema-Sybenga, Turnquist, and Johnson

Nays: None

MOTION PASSES

2016-30 PUBLIC HEARINGS:

A. Request to Establish an Obsolete Property District – 794 Pine Street Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 146 of the Michigan Public Acts of 2000, Corepark Investments, LLC, 111 W Western Avenue, Muskegon, MI 49442, has requested the establishment of an Obsolete Property District would allow them to apply for an Obsolete Property Rehabilitation Exemption Certificate.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Staff recommends approval of the Obsolete Property District.

PUBLIC HEARING COMMENCED:

Motion by Commissioner Johnson, second by Commissioner German, to close the public hearing and approve the Obsolete Property District at 794 Pine Street.

ROLL VOTE: Ayes: German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, and Hood

Nays: None

B. Request to Issue an Obsolete Property Certificate – Corepark Investments, LLC – 794 Pine Street Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 146 of the Michigan Public Acts of 2000, Corepark Investments, LLC, 111 W Western Avenue, Muskegon, MI has requested the issuance of an Obsolete Property Certificate for their property located at 794 Pine Street. Total capital investment for this project is \$600,000. The applicant is eligible for a 12-year abatement because of the amount of investment.

FINANCIAL IMPACT: If an Obsolete Property Certificate is issued, the property taxes would be frozen at the pre-rehabilitated rate for the duration of the certificate.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff recommends approval of the Obsolete Property Rehabilitation Exemption Certificate.

PUBLIC HEARING COMMENCED:

Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to close the public hearing and approve the Obsolete Property Rehabilitation Exemption Certificate for 794 Pine Street.

ROLL VOTE: Ayes: German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, and Hood

Nays: None

ANY OTHER BUSINESS: Commissioner Johnson wished to inform the audience, both viewing audience and in person audience, that the City Commission did adopt a resolution in support of Muskegon Public Schools Sinking Fund Millage Resolution and reminds us that everyone registered by April 4, 2016 may participate and that voters may participate in this election whether they rent or own.

PUBLIC PARTICIPATION: Public comments were received.

ADJOURNMENT: The City Commission adjourned at 6:10 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC, City Clerk